

DEPARTMENT OF THE ARMY
CALIFORNIA ARMY NATIONAL GUARD
1ST Battalion, 140th Aviation GSAB
4640 Saratoga Avenue, Suite 104
Los Alamitos, California 90720-5002

LAAASF-CR

1 December 2001

SUBJECT: Standardization board 1st Quarter minutes

1. The meeting was called to order at 1305 on 01 Dec 01 by MAJ Williams BN XO.
2. CW4 Moorehead provided the agenda and opened the meeting.
 - a. Do to recent changes within the BN each unit is requested to provide him with its Standardization personnel so order's can be produced for the Commander's signature. **ACTION: Commander's S: 15 Dec 01**
 - b. CW4 Moorehead has drafted a letter for the SAO's signature at the request of the SAO to identify and clarify briefing officers throughout the BN. Additionally it will provide guidance concerning facility briefing officers as being authorized to brief BN/Company missions that originate at that facility or AVCRAD. BN guidance is the chain of command beginning with platoon leaders; Safety officers and SP's should also be included. Units will provide Mr. Moorehead its respective list. **ACTION Mr. Moorehead S: 01 Jan 02**
 - c. PC Boards: The issue is how the BN select PC's within the BN. The board agreed that this is a unit responsibility with guidance from the BN. PC selection will be initiated at the unit with the use of a checklist i.e. recommendation by a PC in the unit; a platoon IP or platoon leader; the unit SP given to the unit commander; commander recommends the individual be given a PC check ride. The checklist will be produced with a line for the commander's signature and the facility commanders' signature. **ACTION: CW4 Moorehead S: 01 Jan 02**
 - d. IATF's: Commander's have not been signing individual CTL's. The facility (Los Alamitos) will provide a list of individuals lacking signatures to the commander's on the facility web site (the password was given during the meeting notify the facility if necessary).
CW4 Moorehead action officer

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- e. Academic classes: Units are requested to provide a time during drill weekends for non-aircraft specific academic classes. Classes will be aviation related such as aerodynamics, and aero medical. Currently 0730 at the facility during Home station training is a mandatory time for general academic classes. Today's class was Weapons of Afghanistan given by **CW4 Tom Murphy**.
- f. Preset radio frequencies: The BN is required to have a list of standardized preset radio frequencies. Units will provide Mr. Moorehead a suggested list. **ACTION Commander's S: next drill**
- g. ASE equipment: STU III phones/ classified pubs account and other ASE write ups during the ARMS and have been carried on the Safety HAZLOG but have not been properly addressed. It is not clear what has to be done in the way of security prior to acquiring such equipment. It was recommended **CW4 McRoberts of B Co be the action officer**.
- h. ASET: Tracking sheets are now available (some were handed out during the meeting). A tracking sheet will be placed in the IATF and the ASET is up and running at the facility.
- i. Maps: Mr. Moorehead request if anyone has a map that they borrowed from the facility (Roberts, NTC, training area maps) or if they possess an extra maps to please return them to the facility so that others may utilize them.
- j. No-Notice program: Commander's are reminded that a no notice program is required. A review by the facility CW5 Fehrs recommends setting realistic goals for the program. Recommended policy : Minimum 50% annually.
- k. Web-sites: All are reminded that the various units web pages are increasingly used as a method of information dissemination. The following are units web page addresses:
 - Bn: <http://www.calguard.ca.gov/1140avn/>
 - B Co: <http://www.calguard.ca.gov/b1140avn/>
 - C Co: <http://www.calguard.ca.gov/c1140avn/>The password for all web page protected information is the last part of the URL(ie: <http://www.calguard.ca.gov/b1140avn/>)
- l. HHC aviators will have CTL's signed by the BC.

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- m. Hip-Pocket SOP: Development of a Bn hip-pocket SOP needs to be done. CW4 Moorehead will head a committee of bn standards personnel to develop the SOP. This will include NRCM input from SI's and encompass common tasks across the state and a AMC briefing format. **The first meeting to start this development will be 6 Jan 02, 1400 hrs, Bldg 16 conference rm.**

- n. SP/IE currency expiration: All SP's and IE's in the SoCal region were unable to complete the scheduled refresher course due to recent events. The training has been rescheduled for April. An extension has been approved by NGB to allow all SP's and IE's to continue duties.

- o. Common Task training: Common task development and training between 1-140th and the 126th is ongoing. **Action: CW4 Moorehead/SSG Benitez.**

Attendance:

<u>Name:</u>	<u>Position/Title</u>	<u>Council Position</u>
LTC Mastantuono	Commander	President (A)
MAJ Williams	XO	Member (P)
MAJ Schmith	S3	Member (A)
CPT Och watt	HHC CDR	Member (P)
CPT Wollman	B Co CDR	Member (P)
CPT Wunder	C Co CDR	Member (P)
CW4 Gibson	B Co SP	Member (P)
CW4 Moorehead	Bn SP	Member (P)
CW4 Trautwein	Bn ASO	Member (P)
CW4 Anderson	C Co SP	Member (A)
CW4 Solee	B Co ASO	Member (P)
2LT Price	B Co IP	Member (P)
1LT Yap	S1	Member (A)
SSG Benitez	Bn SI	Member (P)
CW5 Fehrs	Bde SP	Guest
SGT Pruitt	B Co SI	Guest
CDT Allen		Guest

Meeting adjourned at 1500, 2 December 01. Next meeting is scheduled for 1300,03 Mar 02.

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